

Procedure for considering personation cases

Extract from the Examination and Assessment Regulations 2024/25, Section 2, Academic Misconduct

See: [Regulations for examinations and assessment : Academic standards : Academic Quality and Partnerships : University of Sussex](#)

Types of academic misconduct

7-8. Personation

'Personation in written submissions is where someone or software (unless explicitly permitted in the assessment guidance from the module convenor) other than the student prepares the work, part of the work, or provides substantial assistance with work submitted for assessment. This includes but is not limited to: AI generated text or responses; purchasing essays from essay banks; commissioning someone else to write an assessment; writing an assessment for someone else (including where no benefit is gained by the student producing the assessment); using a proofreader where this is not allowed; using substantive changes proposed by a proofreader or third party (person or electronic service) that do not ad -3.3 (l)1(o)-7 (af2[b)- 5.3 (a)h)5.3 (a0.6 (th)5.2 U(a)2.7 (n)3.2 f)73.2 (v)-2.(o)-7 (as (i)J.004 T

Raising a concern of personation

1. A case of personation can be raised by:
 - (i) a staff member following a concern raised as part of the marking process (based on the assessment being beyond the assessment task set, the assessment being very good but not specifically following the assessment task, an eclectic/overly broad bibliography etc).
 - (ii) a staff member based on information from a student or member of staff;
 - (iii) the exam board (MAB or PAB) based on a concern that the mark for an assessment was significantly higher than the student's other marks and/or the marks of the cohort.

A case cannot be considered where progression/award has already been confirmed by the PAB.

2.

Appendix 1: form for personation cases:

Please append to the completed Academic Misconduct Cover Sheet

Candidate number	
Candidate name	
Module code	
Module title	
Assessment mode	

(i) Rationale for raising a concern for School team meeting to consider

School

(iii) Sch